



# NEW RESIDENTIAL SUBMITTAL AND APPROVAL REQUIREMENTS

Building Division

Effective: May 25, 2007  
Revised: January 20, 2011

## **GENERAL**

- Signature on all documents by person preparing plans and documents.
- Name, title and registration number of design professional, if applicable, and address and phone number.
- Cover sheet information with applicable codes and editions and all design review conditions of approval.

## **BUILDING DIVISION -**

- (4 sets) - Architectural, & structural, plans (incl. all plumbing, electrical, and mechanical). 2 sets must be wet stamped.
- (2 sets) - Structural calculations.
- (2 sets) - Energy calculations.
- (2 sets) - Soils Report.
- Permit Submittal Form for each plot plan.

### **Plot plan**

Correctly dimensioned property lines with bearings  
Set-back dimensions  
Fence location and height

### **Architectural**

Floor plan  
Roof plan  
Exterior elevations  
Sections, details, notes

### **Structural**

Foundation plan  
Floor framing plan  
Roof framing plan  
Truss information  
Cross section  
Structural framing details

### **Electrical /Plumbing / Mechanical**

Location and size of service, switches, lights and outlets  
Location and size of electrical sub-panels  
location of plumbing fixtures  
Mechanical ventilation system  
T-24 energy calculations

### **Other Documents**

Soils Report  
Fire Sprinkler Plans (separate submittal to Building)

## **APPLICABLE CODES AS OF JANUARY 1, 2011**

- 2010 California Building Code (CBC)
- 2010 California Plumbing Code (CPC)
- 2010 California Mechanical Code (CMC)
- 2010 California Electrical Code (CEC)
- 2010 California Energy Code (Title 24)
- Brentwood Municipal Code



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### Additional Submittals and Approvals Required

PLANNING DIVISION - (925) 516-5405 (Separate submittal required)

- Design Review
- Landscape Review - Submit (1) Separate Landscape Plan - (Separate submittal required - **fee required at submittal**)

POLICE DEPARTMENT - (925) 809-7713 Lt. Ben Tolero (Separate submittal required)

- Site Security Plan / 24 hr. contact info for Contractor
- Photometrics

DEVELOPMENT ENGINEERING - (925) 516-5420 (Separate submittal required)

- Improvement Plans/Grading Permits/Encroachment Permits/Final Map/Drainage Fees/Pad Certs

### PUBLIC WORKS

- Construction & Demo Recycling Form/Trash Enclosure Specification - Contact Gary Parenti - (925) 516-6093